

**CITY OF GREENBELT, MARYLAND**  
**APPLICATION FOR A PUBLIC MEETING RESERVATION**  
**AS PROVIDED BY ORDINANCE NUMBER 636**

Application No. \_\_\_\_\_

1. Person or organization applying for reservation:

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone No. \_\_\_\_\_

2. Date of Public Meeting \_\_\_\_\_

Time Frame \_\_\_\_\_

3. Purpose of Meeting \_\_\_\_\_

4. Location (public place to be occupied) **IF IN ROOSEVELT CENTER, CENTER MERCHANTS MUST BE NOTIFIED BY APPLICANT. Public Works should be contacted to ask for recycling services at 240.542.2153.**

If only a portion of public place to be used, describe specific portion

5. Estimated number of persons attending \_\_\_\_\_

6. Person responsible for conduct of meeting \_\_\_\_\_

Address \_\_\_\_\_

Telephone No. \_\_\_\_\_

7. If an organization, furnish a list of principal officers and managers

NAME

TITLE

ADDRESS

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8. Other information:

ALL OF THE ABOVE STATEMENTS ARE TRUE TO THE BEST OF MY KNOWLEDGE,  
INFORMATION, AND BELIEF.

Date\_\_\_\_\_Applicant's Signature\_\_\_\_\_

Title\_\_\_\_\_

Telephone No.\_\_\_\_\_

Note: If meeting is to be held by, or on behalf of, or for other person than the applicant, applicant shall file from the person proposing to hold the public meeting written authorization for the public meeting application to be made on his or her behalf.